

General Welfare Requirement: Suitable premises, environment and equipment

Outdoor and indoor spaces, furniture and toys must be safe and suitable for their purpose.



Health and Safety

3.4 Fire safety and emergency evacuation

Policy statement

We ensure our premises present no risk of fire by ensuring the highest possible standard of fire precautions. The person in charge and staff are familiar with the current legal requirements. Where necessary we seek the advice of a competent person, such as our Fire Officer, or Fire Safety Consultant.

EYFS key themes and commitments

A Unique Child	Positive Relationships	Enabling Environments	Learning and Development
1.3 Keeping safe		3.3 The learning environment 3.4 The wider context	

Procedures

- The basis of fire safety is risk assessment. These are carried out by a 'competent person'.
- The manager has received training in fire safety sufficient to be competent to carry out risk assessment; this will be written where there are more than five staff. This will follow the guidance as set out in the *Fire Safety Risk Assessment – Educational Premises* document.
- We follow Eastington Playgroup guidelines for the fire safety risk assessment that applies to the setting and that we contribute to regular reviews with the committee of the building.
- Fire doors are clearly marked, never obstructed and easily opened from the inside.
- Smoke detectors/alarms and fire fighting appliances conform to BSEN standards, are fitted in appropriate high risk areas of the building and are checked as specified by the manufacturer.
- Our emergency evacuation procedures are approved by the Fire Safety Officer and are:
 - clearly displayed in the premises;
 - explained to new members of staff, volunteers and parents; and
 - practised regularly at least once every six weeks.
- Records are kept of fire drills and the servicing of fire safety equipment.

Emergency evacuation procedure

It must cover procedures for practice drills including:

The fire alarm will sound or the fire whistle.(children to be familiar with both sounds)

The playleader will stand at the fire exit with the children, taking the outside ruck sack with mobile phone, register and parental contact details and 1st aid kit.

Deputy will check all other areas of the building that are used by setting to ensure everyone is outside.

Children are led outside to the seating area by the oak tree which is the fire assembly point for playgroup.

Playleader will call names from the register.(in the event of the playleader being absent deputy)

Deputy will open gate at top of drive whilst calling the emergency service in the event of a real fire.

Parents are contacted by telephone, details of which are in the folder with the register.

Children , staff and parents are regularly told where the fire exits are.

Our fire drill book contains -

- the date of the fire drill,
- How long it takes to get the children out safely.
- How many children and staff present.
- Possible areas to practice.

We display pictures of our procedures in the event of a fire.

Legal framework

- Regulatory Reform (Fire Safety) Order 2005

Further guidance

- Fire Safety Risk Assessment - Educational Premises (HMG 2006)

This policy was adopted at a meeting of

name of setting

Held on

_____ (date)

Date to be reviewed

_____ (date)

Signed on behalf of the management
committee

Name of signatory

Role of signatory (e.g. chair/owner)

